

Minutes

To: Finance and Budget Committee

From: Shari Cantor, Chairperson

Date: January 8, 2013

Subject: Finance and Budget Committee Meeting

In Attendance: Shari Cantor, Denise Hall, Harry Captain, Burke Doar, Terry Schmitt, Jay Sarzen, Ron Van Winkle, Chris Johnson

The Finance and Budget Committee met on Monday, January 7, 2013, at 7:45 a.m. in Town Hall, Room 312, to discuss the following:

AGENDA

1. FY 2014 Budget Calendar

The committee received the calendar for the Board and Town budget process. The Superintendent presents the proposed school budget on March 5th, The Town Manager presents the proposed budget on March 12th. The Board adopts its budget on April 9th and the Council adopts the town and school budget on April 22nd.

2. Asst. Corporation Counsel compensation

The Council will consider a resolution at its next Council meeting to adopt a salary range for the assistant corporation counsel. The Council adopts the range and the Corporation Counsel sets the salary.

3. Auditors - Financial Examiners

Joseph Kask from Blum Shapiro and Company, the Town's auditor, discussed five documents related to the audit. Those documents were the ED01- the State Department of Education proscribed audit, the federal single audit of grants, the State single audit of grants, the Auditor's Management letter and the Comprehensive Annual Financial Report. The Auditor found no deficiencies in the Town's financial records and procedures.

C: Town Council
Ronald Van Winkle, Town Manager
Essie S. Labrot, Town Clerk
Joseph O'Brien, Corporation Counsel
Department Directors
Elizabeth Hewitt, Acct. Mgr. - Finance
Karen List, Superintendent of Public Schools